Training Opportunity

Course Title:	**BUSINESS OBJECTS APPLICATION (BOA) TRAINING**
Date(s)/Time:	July 13-15, 2004
Location:	NAF Human Resource Center, Room 17, Ft Bragg, NC
Tuition:	None
Vendor:	South Central Civilian Personnel Operations Center, Huntsville, AL
Course Manager:	Linda Burnette, CHRA, SC Region, linda.p.burnette@us.army.mil 256.842.6533 / DSN 788.6533 / FAX 256.876.3627
Cancellation Policy	Registrations &/or cancellations must be made directly with the course manager on or before July 9, 2004. Registering or cancelling via a local training registration system does not satisfy this requirement.

Who Should Attend:
Licensed BOA users, with account access, who require the training.

Course Description:
This course provides students with the basic skills to create reports in the Business Objects Application (BOA). Students learn how to use the query & report screens, perform calculations, use formatting techniques, save documents to other formats, use filters, create crosstab reports, & send & receive BOA reports to & from other users. Practical hands-on exercises, which incorporate all of the techniques instructed, are performed throughout the course.

Registration Information: **Registration Deadline: July 9, 2004**

Follow your organization's procedures for securing approval to attend this program. To obtain space in this program, contact the course manager by the registration deadline.

Additional Information:
- Individuals requiring special accommodations must notify the course manager at the time of registration.
- Participants are excused from portions of any training program that they feel conflicts with their religious beliefs or creates high levels of emotional response or psychological stress.
- Participants are required to complete a course roster & program evaluation at the class.

Revised Apr 04